

# Federal Advisory Committee (FAC) Membership Balance Plan

Please read the [Federal Advisory Committee Membership Balance Plan Guidance](#) prior to completing this form

<b>(1) FEDERAL ADVISORY COMMITTEE NAME</b> <i>State the legal name of the FAC</i>
<b>FCC's Task Force on Optimal Public Safety Answering Point (PSAP) Architecture</b>
<b>(2) AUTHORITY</b> <i>Identify the authority for establishing the FAC</i>
<p>The Task Force is established pursuant to the direction of the Federal Communications Commission (FCC) in the Second Report &amp; Order and Third Further Notice of Proposed Rulemaking in PS Docket No. 11-153 and PS Docket No. 10-255 (released August 13, 2014) and in accordance with the provisions of the Federal Advisory Committee Act, 5 U.S.C. App. 2.</p>
<b>(3) MISSION/FUNCTION</b> <i>Describe the mission/function of the FAC</i>
<p>The purpose of the Task Force is to examine the current structure and architecture of the nation's PSAPs in order to determine whether additional consolidation of PSAP facilities and architecture would promote greater efficiency of operations, safety of life, and cost containment, while retaining needed integration with local first responder dispatch and support. The duties of the Task Force will be to study and report findings and recommendations on the following issues: 1) optimal PSAP system and network configuration in terms of emergency communications efficiency, performance, and operations functionality; 2) cost projections for conversion to and annual operation of PSAPs that incorporate such optimal system design; 3) comparative cost projections for annual maintenance of all existing PSAPs annually and upgrading them to NG911; 4) recommendations on ways to ensure states use E911 funding for their intended purpose; and 5) whether states that divert E911 funds should be ineligible to participate on various FCC councils, committees, and working groups. The Task Force will present its initial findings and recommendations to the Commission no later than April 30, 2015.</p>
<b>(4) POINTS OF VIEW</b> <i>Based on understanding the purpose of the FAC,</i> <i>(a) describe the process that will be used to ensure the committee is balanced, and identify the categories (e.g. individual expertise or represented interests) from which candidates will be considered;</i> <i>(b) consider identifying an anticipated relative distribution of candidates across the categories; and</i> <i>(c) explain how a determination was made to appoint any individuals as Special Government Employees or Representative members</i>
<p>Members of the Task Force will be appointed from among Federal, state, tribal, territorial and/or government agencies, consumer or community organizations or other non-profit entities, the private sector, and the currently constituted Communications Security, Reliability and Interoperability Council (CSRIC) to balance the expertise and viewpoints that are necessary to effectively address the issues to be considered. Each member of the Task Force will be appointed either as a representative of an organization or as a Special Government Employee, as necessary.</p>
<b>(5) OTHER BALANCE FACTORS</b> <i>List any other factors your agency identifies as important in achieving a balanced FAC</i>

The Commission is particularly interested in receiving nominations and expressions of interest from individuals and organizations in the following categories:

- State, tribal and/or local government agencies and organizations with expertise in communications and public safety issues;
- Federal government agencies with expertise in communications and/or homeland security issues;
- Communications service providers and organizations representing communications service providers, including wireline, wireless, interconnected Voice over Internet Protocol (VoIP) communications service providers, and other IP-enabled service providers.
- 911 system service providers, including vendors of equipment and services used to provide critical network infrastructure to PSAPs; automatic number information (ANI) and automatic location information (ALI); data management; 911 call processing systems; and National Emergency Number Association (NENA) i3 NG911 compliant systems.
- Providers of end-point security products, security incident response management and remediation solutions.
- Organizations and other entities representing consumer or community organizations, such as those representing people with disabilities, the elderly, those living in rural areas, and those representing populations that speak, as their primary language, languages other than English.
- Qualified representatives of other stakeholders and interested parties with relevant expertise.

#### **(6) CANDIDATE IDENTIFICATION PROCESS**

*Summarize the process intended to be used to identify candidates for the FAC, key resources expected to be tapped to identify candidates and the key persons (by position, not name) who will evaluate FAC balance. The summary should:*

- (a) describe the process*
- (b) identify the agency key staff involved (by position, not name)*
- (c) briefly describe how FAC vacancies, if any, will be handled by the agency; and*
- (d) state the membership term limit of FAC members, if applicable*

**The Federal Communications Commission will solicit nominations and expressions of interest in membership on the Task Force through a Public Notice. Nominations should be submitted no later than 30 days from release date of the Public Notice. Organizations should, whenever viable, nominate for membership their Chief Executive Officer Chief Technical Officer, or other senior-level officer or person associated with that organization having appropriate qualifications. No specific nomination form is required; however, each nomination must include the following information:**

- **Name, title and organization of the nominee and a description of the organization, sector or other interest the nominee will represent;**
- **Nominee's mailing address, e-mail address, telephone number, and facsimile number; and**
- **A statement summarizing the nominee's qualifications and reasons why the nominee should be appointed to the Task Force. To the extent the nominee will represent a specific organization, the statement should also include a description of the organization as well as the benefit of having the organization represented on the Task Force.**

**This Public Notice is not intended to be the exclusive method by which the Commission will solicit nominations and expressions of interest to identify qualified candidates; however, all candidates for membership on the Task Force will be subject to the same evaluation criteria. Members will be appointed for a term not to exceed the expiration date of the Task Force's charter. Nominations and expressions of interest will be reviewed by the Task Force's Designated Federal Officer who will make recommendations for membership to the FCC Chairman. If vacancies occur, the FCC Chairman will determine if they will be filled, and who will fill them, for the remainder of the term.**

#### **(7) SUBCOMMITTEE BALANCE**

*Subcommittees subject to FACA\* should either state that the process for determining FAC member balance on subcommittees is the same as the process for the parent FAC, or describe how it is different*

*\*This is relevant to those agencies that require their subcommittees to follow all FACA requirements.*

**When the need arises to form sub-task groups or subcommittees of the Task Force, members will be asked to serve as appropriate or to recommend representatives from their organizations. The DFO, in consultation with the FCC Chairman, will monitor membership balance in the formation of the sub task groups or subcommittees to ensure that the balance mirrors that of the committee itself.**

**(8) OTHER**

*Provide any additional information that supports the balance of the FAC*

**None**

**(9) DATE PREPARED/UPDATED**

*Insert the actual date the Membership Balance Plan was initially prepared, along with the date(s) the Plan is updated*

**October 10, 2014**